

FM: COMMARFORRES G THREE G FIVE
TO: COMMARFORRES
COMMARFORRES COMMAND DECK
COMMARFORNORTH
COMMARFORNORTH G THREE G FIVE G SEVEN
CG FOURTH MARDIV, G THREE
CG FOURTH MAW, G THREE
CG FOURTH MLG, G THREE
FORCE HQ GP, G THREE
HQBN MARFORRES
COMMARFORRES G ONE, G TWO, G FOUR, G THREE G FIVE, G SIX, G SEVEN, G EIGHT,
COMPTROLLER, HSS, PAO, SJA
INFO: CG FOURTH MARDIV G SECTIONS, CG FOURTH MAW G SECTIONS, CG FOURTH MLG G
SECTIONS, FORCE HQ GP G SECTIONS

UNCLAS

SUBJ: FRAGO 1 TO MARFORRES 2019 NOVEL CORONAVIRUS (COVID-19) EXORD

REF/A/MCO 1001R.11/23DEC2015//
REF/B/MARFORRES G3 MSG/ R182019Z MAR 20//

NARR/

REF A IS THE MCRAMM, WHICH GOVERNS RESERVE TELEWORK REQ AND POLICIES
REF B IS MARFORRES COVID EXORD

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RMKS/1. THE POLICY AND ADMINISTRATIVE BARRIERS TO PERFORMING INACTIVE DUTY TRAINING (IDT) FROM AN ALTERNATE SITE (TELECOMMUTING), CONTAINED IN REF (A), HAVE BEEN WAIVED. THE WAIVER IS EFFECTIVE IMMEDIATELY AND WILL CONTINUE UNTIL SOCIAL DISTANCING MEASURES AND TRAVEL RESTRICTIONS ARE LIFTED. THIS FRAGO SUPPLEMENTS GUIDANCE IN REF (B).

2. DURING THIS TIME OF NATIONAL EMERGENCY, WE MUST CONTINUE TO TAKE CARE OF OUR MARINES, MEET OPERATIONAL REQUIREMENTS, AND MAXIMIZE MOBILIZATION READINESS. AS PART OF TAKING CARE OF OUR MARINES WHILE MAINTAINING READINESS, ALL SUBORDINATE COMMANDS ARE DIRECTED TO FACILITATE TELEWORKING TO THE MAXIMUM EXTENT PRACTICABLE FOR OUR SMCR MARINES, ENSURING THEY CAN RELY ON MARINE CORPS PAY AND BENEFITS DURING THIS STRESSFUL TIME.

3. UNIT LEADERSHIP MUST BE CREATIVE IN IMPLEMENTING THIS AUTHORITY AND FIND WAYS TO MAXIMIZE READINESS BY VIRTUAL MEANS. UNIT-WIDE RESCHEDULING OF IDT TO FUTURE DATES SHOULD NOT BE THE PRIMARY COURSE OF ACTION. LEADERSHIP IS ENCOURAGED TO WORK WITH THEIR MARINES TO FACILITATE IDT VIA TELEWORK. RECOMMENDED TASKS CAN INCLUDE, BUT ARE NOT LIMITED TO:
A. PREPARING FOR AND CONDUCTING UNIT TRAINING
B. ACCOMPLISHING UNIT ADMINISTRATION (FITREPS, PRO/CONS, TELE-AUDITS, ETC.)
C. ANNUAL TRAINING REQUIREMENTS
D. OTHER INDIVIDUAL ONLINE TRAINING (PME, ELECTRONIC BASED DISTANCE LEARNING)
E. MOBILIZATION READINESS REQUIREMENTS THAT PREPARE MARINES TO DEPLOY OR MOBILIZE.

4. TELEWORK ACCOUNTING (MUSTERING GUIDANCE)

A. PERSONNEL TELEWORKING MUST MAINTAIN A "TELEWORK LOG" THAT ACCOUNTS FOR TIME AND OBJECTIVES ACCOMPLISHED. A SAMPLE LOG IS IDENTIFIED IN FIG 7-3, REF (A).

B. (1) IDT MAY BE AWARDED FOR EVERY (4) HOURS OF TIME. NO MORE THAN 2 IDTS MAY BE AWARDED IN A SINGLE DAY. TELEWORK LOGS MUST BE SUBMITTED TO THE UNIT MUSTERING OFFICIAL WITHIN 5 DAYS OF COMPLETION. COMPANY LEVEL UNITS MUST ESTABLISH AND COMMUNICATE INTERNAL PROCEDURES TO ENSURE APPROPRIATE LEADERSHIP REVIEWS TELWORK LOGS AND CONCURS WITH AWARDING IDT PRIOR TO SUBMISSION TO THE MUSTERING OFFICIAL.

5. ADMIN

A. THE GOVERNMENT ASSUMES NO FINANCIAL RESPONSIBILITY FOR OPERATIONAL COSTS ASSOCIATED WITH PERSONAL EQUIPMENT (INTERNET SERVICE PROVIDER, UTILITIES, INSURANCE, HOME MAINTENANCE, ETC).

B. COMMANDS ARE REMINDED TO REMAIN VIGILANT ABOUT PROTECTING PERSONALLY IDENTIFIABLE INFORMATION (PII) AND ENSURE RISKS ARE MITIGATED DURING VULNERABLE TELECOMMUTING PERIODS.

C. WE MUST BALANCE THIS AUTHORITY WITH THE ABILITY TO RETURN TO IN-PERSON UNIT MUSTERS ONCE SOCIAL DISTANCING MEASURES AND TRAVEL RESTRICTIONS ARE LIFTED. TELECOMMUTE IDTS MAY NOT BE EXECUTED IN ADVANCE OF THE SCHEDULED MONTH. FOR INSTANCE, MAY 2020 IDT SHALL NOT BE EXECUTED VIA TELEWORK IN APRIL 2020.

D. MARINES CANNOT BE AWARDED AN IDT RETIREMENT POINT ON THE SAME DAY THEY ARE AWARDED A CORRESPONDENCE RETIREMENT POINT. RETIREMENT POINTS CANNOT BE AWARDED TWICE FOR THE SAME ACTIVITY (DOUBLE-COUNTING). THEREFORE, IF CORRESPONDENCE COURSES ARE COMPLETED ON THE SAME DATE THAT AN IDT IS PAID, THE CORRESPONDENCE RETIREMENT POINT WILL BE BACKED OUT. IDT PAY AND THE ASSOCIATED RETIREMENT POINT WILL REMAIN.

E. MARINES ARE SUBJECT TO THE UCMJ WHILE TELECOMMUTING.

6. THIS MESSAGE IS AUTHORIZED FOR RELEASE BY COL JUSTIN J. ANSEL, MARFORRES AC/S G-3.